

Corporation of the District of Maple Ridge

**COUNCIL WORKSHOP**

February 7, 2005

The Minutes of the Municipal Council Workshop held on February 7, 2005 at 9:00 a.m. in the Blaney Room of the Municipal Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular Municipal business.

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**PRESENT**

*Elected Officials*

Mayor K. Morse  
Councillor E. Daykin  
Councillor J. Dueck  
Councillor F. Isaac  
Councillor C. Speirs

*Appointed Staff*

J. Rule, Chief Administrative Officer  
T. Fryer, Municipal Clerk  
M. Murray, General Manager of Community Development,  
Parks and Recreation Services  
F. Quinn, General Manager Public Works and Development  
Services

**ABSENT**

Councillor C. Gordon  
Councillor J. Harris

J. Leeburn, Director of Communications and Human  
Resources

C. Marlo, Confidential Secretary

*Other Staff as Required*

J. Pickering, Director of Planning  
G. Fujii, Manager Development and Environmental Services

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Note: These Minutes are also posted on the Municipal Web Site at [www.mapleridge.org](http://www.mapleridge.org)

1. **ADOPTION OF THE AGENDA**

The agenda was adopted as circulated.

2. **MINUTES**

R/05-51  
Minutes  
January 31, 2005

MOVED by Councillor Dueck  
SECONDED by Councillor Speirs

**That the minutes of the Council Workshop Meeting of  
January 31, 2005 be adopted as circulated.**

CARRIED

3. ***PRESENTATIONS AT THE REQUEST OF COUNCIL*** - Nil
  
4. ***UNFINISHED AND NEW BUSINESS***

The Director of Planning circulated and reviewed a suggested presentation format for Public Hearing items. Council offered suggestions on additional information that could be presented by staff at Public Hearings and recommended that developers be requested to notify neighbourhood associations of development plans in their area. The General Manager Public Works & Development Services suggested that developers be advised of these suggestions at the next Developers' Forum and their input sought on the proposed format.

Council discussed the format of Committee of the Whole meetings. It was the consensus of Council to recommit to the function of Committee of Whole as a forum for Council to obtain information and have questions answered and for applicants to make presentations on their application. The Chair of the meeting is to meet with staff prior to the meeting to review the agenda items.

Note: The meeting recessed at 10:00 a.m. and reconvened at 10:10 a.m.

The Director of Planning distributed and reviewed two handouts on the Development Information Meetings Policy. She asked that Council review the policy with respect to the exception for a boundary adjustment for environmental reasons, reducing the minimum number of dwellings from 50 to 25 and adding a requirement for the timing of the meeting in relation to the date of the Public Hearing. She advised that there is a gap in the policy for commercial, industrial and institutional proposals. The Municipal Clerk suggested that the notification requirements for mail outs for a Development Information Meeting should be consistent with the Public Hearing.

It was the consensus of Council that the exception for a boundary adjustment be retained but that the language used to describe this exception be amended and that the number of dwellings be reduced to 25. Discussion of these proposed changes is to be included on the agenda of the next Developers' Forum.

### ***ACTION REQUIRED***

**The proposed format for Public Hearing presentations and the proposed changes to the Development Information Meeting Policy are to be included on the agenda of the next Developers' Forum.**

**The Chair of Committee of the Whole is to meet with staff prior to the meeting to review the agenda.**

**Staff is to prepare a report on proposed changes to the Development Information Meeting Policy.**

**4.2 OCP Meetings – Dates and Times**

The Director of Planning confirmed the dates, times and locations of the Official Community Plan Open House meetings. She provided information on public notification of the meetings and on the format of the meetings.

5. ***CORRESPONDENCE*** - Nil

6. ***BRIEFING ON OTHER ITEMS OF INTEREST/QUESTIONS FROM COUNCIL*** - Nil

7. ***MATTERS DEEMED EXPEDIENT*** - Nil

8. ***ADJOURNMENT*** - 11:00 a.m.

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K. Morse, Mayor

Certified Correct

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T. Fryer, Municipal Clerk